



FINANCIAL AGREEMENT 2024-2025 School Year

Financial Policy

A **NON-REFUNDABLE** tuition deposit, material fee and supply fee are assessed per student per year and must be paid in full upon submission of your enrollment paperwork. The tuition deposit will be applied to your **May 2025 tuition**. These fees will only be refunded in the event that the Administration declines the student's admission.

Withdrawal Policy

If I withdraw my child before the end of the school year or during the summer prior to school starting, a 30-day written notice is required. When notice is given, I am responsible for two final tuition payments (the current month plus one additional month). **Note: Non-refundable fees paid at time of enrollment do not apply to your final tuition payment.**

All payments will be ACH withdrawn monthly. **Payments are due on the 1st of each month.** If an ACH payment is returned for "Non-Sufficient Funds," you will be charged a \$50 late fee. It is imperative that monthly payments be kept current in order for the school to meet financial obligations.

Students enrolling after the school year has begun will have their tuition prorated.

Tuition Payment Options

I commit to the following method of payment: (please check one)

Please note: The monthly tuition amount is not based on the number of school days per month, it is based on 1/10th of the annual tuition due. **The first ACH withdraw will be on August 1, 2024.**

___ **Option 1** I will pay the August-April tuition **in full** by August 1, 2024. I will pay a \$50 late fee if my payment is late.
Parent/Guardian Signature: _____ Date: _____

___ **Option 2** I will pay 9 monthly installments ACH withdrawn from my bank on the first of each month from August 2024 through April 2025. I will pay a \$50 late fee if my payment is late.
Tuition will be prorated accordingly for any child who enrolls after Sept. 1

Parent/Guardian Signature: _____ Date: _____

Student Name(s): _____ **Class:** 3 day or 4 day (circle one)

Monthly Tuition (Aug-April) 1/10th of annual tuition)

3 day program T/W/TH \$390
4 day program M/T/W/TH \$490

Non-Refundable Fees Due at Registration

Enrollment Fee \$175
Materials Fee \$75
Tuition Deposit \$390 (3 day) or \$490 (4 day)
Required Tote Bag \$25



ACH Payment Authorization Form

Sign and complete this form to authorize **Steiner Christian Preschool** to make 9 debits for the months of August 2024-April 2025 to your checking or savings account.

By signing this form, you give us permission to debit your account for the amount below on or after the indicated date.

Please complete the information below. Please print:

I _____ authorize **Steiner Christian Preschool** to charge my bank account
(full name)

indicated below for \$ _____ on **the first of each month.** (3 days \$390, 4 days \$490)
(amount)

Billing Address _____

Phone# _____

City, State, Zip _____

Email _____

Account Type: Checking Savings

Name on Acct: _____

Bank Name: _____

Account Number: _____

Bank Routing #: _____

Bank City/State: _____

SIGNATURE _____

DATE _____

I understand that because this is an electronic transaction, these funds may be withdrawn from my account as soon as the above noted transaction date. In the case of the payment being rejected for Non-Sufficient Funds (NSF) I understand that **Steiner Christian Preschool** may at its discretion attempt to process the charge again the following day, and I agree to an additional \$50 charge for each attempt returned NSF, which will be initiated as a separate transaction from this authorized payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I will not dispute **Steiner Christian Preschool's** billing with my bank so long as the transaction corresponds to the terms indicated in this agreement.